



Superintendent  
of Documents

# ADMINISTRATIVE NOTES



## LIBRARY PROGRAMS SERVICE

Vol. 6, No. 7

GP 3.16/3-2:6/7

May 1985

### LIST OF CLASSES

The List of Classes of United States Government Publications Available for Selection by Depository Libraries, (quarterly) (P) has become a sales item beginning with the March 1985 edition. All libraries will receive only one copy in accordance with the United States Code, Title 44, Section 1903. Subscription information is listed below:

LIST OF CLASSES OF THE UNITED STATES GOVERNMENT PUBLICATIONS AVAILABLE FOR SELECTION BY DEPOSITORY LIBRARIES. (Quarterly and Supplement.) Subscription price: Domestic - \$24.00 a year; Foreign - \$30.00 a year. Single copy price: Domestic - \$6.00 a copy; Foreign - \$7.50 a copy [2]. Supplement subtitled "Inactive or Discontinued Items From the 1950 Revision of the Classified List": Domestic - \$2.50 a copy; Foreign - \$3.13 a copy [1]. [LCGPD] (File Code 2B) S/N 721-007-00000-6.

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### UNITED STATES CONGRESSIONAL SERIAL SET SUPPLEMENT

The new Monthly Catalog of United States Government Publications, United States Congressional Serial Set Supplement, serves as the principal finding aid for Congressional Serial Set publications. The first issue of this irregular publication was published in March 1985, and displays bibliographic records from the 97th Congress. This supplement continues the former Numerical List and Schedule of Volumes, whose item number 553 will be cancelled by the Depository Administration Branch with the close of the current DDIS update period ending June 1985.

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### U.S. ARMY ORDNANCE CENTER PUBLICATIONS

The United States Army Ordnance Center and School, Aberdeen Proving Ground, MD, Special Text, (SuDocs Class number D 101.27:, item number 325-G) and the OSPAM Series, (SuDocs Class number D 101.27:, item number 325-G) are considered "For administrative or operational use only" not for public release. Under U.S.C. Title 44 § 1902 this publication will no longer be distributed to depository libraries.

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## SUMMARY OF MEETING

## DEPOSITORY LIBRARY COUNCIL TO THE PUBLIC PRINTER

Albuquerque, New Mexico

March 27-29, 1985

## Call to Order

The Depository Library Council met at The Regent Hotel in Albuquerque, New Mexico on March 27, 28, and 29, 1985. The meeting was called to order on Wednesday, March 27, by Chairperson Sandra K. Peterson. Mr. Barratt Wilkins was absent. New Mexico State Librarian Virginia Downing welcomed the group.

## Government Printing Office Reports

The Public Printer, Ralph E. Kennickell, Jr., reviewed recent staff appointments and announced that next week Acting Superintendent of Documents Donald E. Fossedal would be named Superintendent of Documents. Mr. Kennickell expects the Government Printing Office (GPO) to function as a demand-driven, service-oriented agency and he is supporting a strong bookstore program.

Acting Superintendent of Documents Donald E. Fossedal recalled impressions of his first Council meeting in Boston, when he observed the failure of highly motivated librarians and assiduously service-minded Library Programs Service (LPS) staff to reach one another in discussions. Mr. Fossedal identified the largest problem of the past three and one-half years as a lack by all of us to take a macro approach to program and problem management. The report of the Ad Hoc Committee on Depository Library Access to Federal Automated Data Bases and the present study on national information policy being conducted by the Office of Technology Assessment (OTA) provide added impetus for development of GPO's long range plans. Within two months planning will be going forward with help from the Public Printer, Joint Committee on Printing (JCP), the Joint Committee on the Library, Depository Library Council, and others who may wish to offer views or recommendations.

Mr. Fossedal also reported on the localized specific marketing plan to increase awareness of depository collections that will be the subject of Dr. David Meiser's forthcoming article in Government Information Quarterly. Approval has been given for production of a portable display piece available to librarians for use at workshops, meetings, or conferences. In addition, 17,000 announcements have been distributed for airing; all networks have agreed to use these Advertising Council-approved public service announcements.

Mr. Fossedal also thanked librarians from large academic libraries who wrote the Public Printer with advice on the revision of the Monthly Catalog tapes.

Mark Scully, recently appointed director of the Library Programs Service (LPS), reported that a rejuvenated LPS enjoys its improved facilities, greater operational efficiency, and full integration and involvement with the new GPO since its February move. The depository distribution system is operating a full conveyor system, with the lighted bin enhancement to be operational in May. Two additional inspectors are soon to be hired.

New equipment includes a fiche-to-fiche duplicator that will speed fiche claim delivery. A four-phase mini-computer is expected to enhance the appearance of products and allow flexibility and control not previously possible.



Mr. Scully reported that the quality control study has not yet been fully evaluated but noted that the responses to Council resolutions were available in February and that publication and delivery of the Monthly Catalog has been on time, as was the Periodicals Supplement. The new product, U.S. Congressional Serial Set Supplement covering the 97th Congress, is soon to be delivered.

In matters of national information policy Mr. Scully reminded us that LPS represents the linkage between any macro plan and actual depositories and operations. LPS continues to solicit the counsel and input of librarians.

#### Education Task Force Report

Patricia Reeling, Task Force Chairperson, briefly reviewed the Task Force's background, mission, and progress. In a meeting with Bruce Morton and Sandra Peterson at ALA Midwinter, consensus was reached upon the constituency of the Task Force to be recommended to Mark Scully and Donald E. Fossedal. In addition to Dr. Reeling and Dr. Morton, Barratt Wilkins will be invited to represent state libraries. Other Task Force members will include: a library school dean and library educator; an expert in continuing education certification; a documents practitioner; a representative of the information industry; and a national library leader who is an expert in library research and funding as well as being knowledgeable about legislation at the federal level.

The Task Force will be advisory to the Public Printer, probably similar in structure to the Depository Library Council, and a GPO official or staff member will serve as an ex officio member to ensure proper liaison. Perhaps an additional GPO person will be invited to act as secretary and assist administratively. It is hoped that the first meeting will be held in July during the ALA conference.

In order to advise the GPO on needs assessment relating to government publications education the Task Force's agenda will include: determining what depository librarians need to know and their educational needs; targeting unmet needs; developing an educational plan for personnel at several levels; developing a standard test instrument to measure accomplishments; and providing direction in implementation.

#### Fall 1984 Resolutions

Council found the timely delivery of nearly all responses most helpful; this afforded adequate time for consideration before discussion.

On Resolution 5, concerning reprints and preprints, Bruce Morton asked if such materials could be surveyed in a separate item number to give selective depositories an opportunity to exercise collection development decision making.

On Resolution 7, concerning funding of a Federal Documents Data Base, Mr. Kennickell stated that present appropriations include no funding for the contract as presently formatted. However, he will be happy to be involved in reformulating the contract for another effort. In this regard it was pointed out that the ACSIS data base parallels but is not integrated with DDIS.

On Resolution 10, concerning a collective entry for monographic series titles in the GPO tapes, LPS was asked to reconsider its decision to maintain only the present analytic entries. The series title record is important for future cataloging.

On Resolution 14, regarding compilation of a rare documents list, Dan MacGilvray, GPO Administrative Librarian, reported meeting with Agnes Ferruso of the Library of Congress and Patricia Andrews of National Archives and Record Service. Library of Congress wishes to name a liaison in the Rare Book Division. The committee plans first to define terms, i.e. "rare", "collectible", etc., but does not expect to compile a list per se. Sue Schulze, University of Northern Colorado, reported that the U.S. Geological Survey has a list of its "rare" numbers and can identify libraries holding them.

On Resolution 15, Patricia Sloan, Nebraska Library Commission, reported that she hopes to edit the updated List of Superseded Classes by midsummer and have it available by fall Council meeting.

Discussion of Resolutions 4 and 17 was delayed until all present had an opportunity to examine responses.

#### Open Forum

During the first open forum information elicited included:

The SUDOC classification number assigned to the independent National Archives and Record Service will be reported in Administrative Notes.

Be sure to use the Inquiry Form, not shipping list claim forms, to claim issues of Congressional Record or Federal Register.

All indexes listed in Energy Abstracts are not available from GPO, but a response to this omission will be printed in Administrative Notes.

Map shipments and shipping lists will be coordinated as soon as U.S.G.S. is producing the shipping lists. At present LPS is producing the shipping lists from its receipt of map shipments.

Consideration of restructuring the presently inactive Council committees will be a Council discussion topic.

Council adjourned at 4:30 with an invitation to attend the Public Printer's reception at the home of University of New Mexico President Tom Farer between 6:00 and 8:00, and to join tours of the Medical Library or Zimmerman Library.

Meeting convened, Thursday

At 8:35 the meeting resumed in the Picarus Room of the Albuquerque Convention Center.

Joint Committee on Printing Update

Anthony Zagami, General Counsel for the JCP, brought greetings from



the Committee and requested support for the new Public Printer, Mr. Kennickell. After reorganization of the JCP in late April a Senator will serve as committee chair.

Mr. Zagami's guest editorial discussing the Chadha decision in Government Information Quarterly (v.2:1-3), should allay some concerns of librarians. Mr. Zagami gave assurances that JCP and GPO will vigorously defend their programs, but stated that librarian support might at times be needed.

Bernadine Hoduski, Special Assistant to the JCP, reported on the impact and outcomes of distribution of the Ad Hoc Committee's report on Provision of Federal Government Publications in Electronic Format to Depository Libraries (Y 4.P 93/1:P 96/2). Members of Congress and their staffs are expressing interest in pilot projects involving the depository library program. A public forum, possibly in late April, is planned and interested persons may attend or send statements for the record.

The Office of Technology Assessment (OTA) is conducting two studies of special interest. One concerns the effect of electronic technology on the creation, distribution, and use of government information. The other involves intellectual property issues, and the archivists' problem of retrospectively identifying the status of constantly changing online data banks is explored. A King Research report commissioned by the Department of Energy, entitled The Study of the Value of Information (NBM-1078, NTIS/DE 85003670, Sept. 1984), is also of interest.

In response to questions Ms. Hoduski invited suggestions for pilot projects designed to test potential increases in service with greater cost effectiveness. Some projects are now under consideration. A tentative schedule provides for review and selection of project proposals in 1985 and implementation in 1986. One example of electronic information distribution is The State Data Centers System through which census data in tape format is provided on a state and regional basis. Other product formats and distribution methods can be developed to meet agency and user needs.

The Social Sciences and Electronic Technology in the area of government information is the theme for the International Federation of Library Association's preconference on August 16-17 at the Palmer House in Chicago. Ms. Hoduski invited participation.

#### Committee of the Whole

Diane Smith spoke for the Council in supporting the Ad Hoc Committee's report, which responds to two of the Committee's three charges. Ms. Hoduski said the third charge would be addressed by pilot projects designed for cost-benefit analysis. Further, she foresees a strong likelihood of electronic format materials becoming depository items. The primary consideration is that of finding the most economical means of delivery. Reduced funding forces cooperation among information producers with GPO and National Technical Information Service (NTIS) serving as vehicles for reaching the public. Costs and overhead in data base access may prevent some depositories from delivering a product available only in that form. However, Mr. Zagami stated that if, under present law, the cost of delivery and accessibility is prohibitive the law could be amended.

GAO Report AFMD-85-19. After its reorganization the JCP will respond to

this report, Government Printing Office's Depository Library Program, and information will be available for the next Council meeting. JCP would appreciate librarians forwarding their reactions to the GPO. Mr. Zagami reported that steps are being taken to make agencies more accountable and so reduce the reported 38% of publications not included in the depository program.

Cataloging. Ms. Hoduski asked for reactions to the discontinuation of name authority work. Although Council is on record as opposing continuation, Council would like to see cooperative cataloging encouraged.

Most microfiche publications do not qualify for priority cataloging. Priority cataloging categories include sales publications, census, congressional and publications cited in the media.

Statistics. Council encourages adoption of uniform counting and collection procedures. Basic elements to be collected should be identified and definitions for units and categories formulated. Library organizations or committees known to be developing a related policy should be contacted and a concerted effort made to adopt a uniform method for counting collections.

Biennial Survey. Joseph McClane, Chief, Inspection Team at GPO, announced that a shortened and modified 1985 survey is being distributed because time was limited and the 1983 survey software was unsatisfactory. A more comprehensive and precise 1987 survey is planned. It may utilize optical scanning forms and be designed to reflect the diversity of depository libraries and subsequent statistical variations, as well as provide a useful administrative tool for depositories. Libraries with a large number of negative responses will be targeted for inspection.

Council and audience suggestions included: providing the responding library with a profile of its status as compared to other depositories; relating the number of staff to the percent of selection; ensuring that all responses are quantifiable; designing the form for efficient response time; and, including conversion factors to permit quantification from presently collected statistics to GPO required format.

Mr. McClane gave assurances that GPO will utilize test advisory groups in the D.C. area, that a professional and quantifiable survey instrument will be developed, and that information concerning it will be available through Fact Sheets so that depositories can be prepared to respond.

Acquisitions/Item Numbers. The practice of adding new series to existing item numbers was again criticized. Librarians feel the ability to select materials is being eroded and that if the practice is continued librarians may, as a consequence, drop affected item numbers. Conversely, it was pointed out that some libraries find sample publications supplied with surveys unacceptable.

The possibility of expanding the List of Classes was explored. Barbara Appel, Chief, Administration Branch, GPO, reported that increasing the number of items beyond the present 6,000 would significantly slow the system, and that presently approved DDIS enhancements will not resolve the problem. The possibility of surveying by SUDOC stem number, rather than by item number, was an alternative suggested for gaining greater specificity.

Department of Energy Retrospective Microfiche. Mark Scully reported that the 1977-1983 file is expected to be complete by September 30, 1985. Failure of libraries to receive claimed DOE material will be investigated by LPS. The inclusion of SUDOC class numbers in Energy Research Abstracts has not yet been initiated.

Legal Issues. Thomas Magnetti, Legal Counsel for the GPO, was asked if depositories may charge for an online search if it is the only way to access re-



quested depository material. Providing "access to collections" refers to physical access to materials. If the government does not provide the access tool being used, a fee can be charged.

Council noted that depositories are required to care for property entrusted to them, but GPO cannot indicate to depositories the value of that property. Should depositories insure for full market value? For replacement cost? In case of loss in the immediate future, contact LPS. Mr. Zagami assured Council that JCP will try to meet with GPO to resolve the question and issue a more definitive statement to ease concerns and give libraries direction.

Bibliographic Control. Judy Myers, University of Houston, reported on the status of correcting and updating GPO cataloging records. The earlier sole source contract was determined to be inappropriate and procurement procedures will be followed.

Ms. Myers believes that a local field, rather than the 500 field, should be used for linking statements so that the statement does not appear in the library's online catalog.

LPS is aware that two different class numbers exist for some titles in the Dept. of Energy's E 1.99: microfiche collection. Mr. Scully reported that in such a large project it was necessary that some duplication be tolerated, although every effort was made to avoid it.

Steve Zink contends that use of the Senate numbering system for hearings and committee prints limits access and makes topical browsing impossible. The question of its continued use will be addressed to the depository community through a query in Administrative Notes.

The classification manual project is still in process.

Draft OMB Circular No. A-. This statement on the Management of Federal Information Resources appeared in the Federal Register of March 15, 1985 (v.50, no. 51:10734-10747). The significance and impact of this policy cannot be overestimated. All information users, individually or collectively, are encouraged to comment by May 14. The ALA Washington office will be distributing a fact sheet. Ms. Hoduski commented that the draft Circular is a well-written policy with some excellent definitions. In contributing comment, she suggests identifying positive points as well as requesting the revision of any we find not to be in the public interest.

Council adjourned at 3:55 to meet again on Friday morning.

Meeting convened, Friday

When the meeting opened, Jennie Cross presented to Chair Sandra K. Peterson a gavel for use during Council meetings.

Dan MacGilvray presented a summary of the status of state plans.

Recommendations were read, modified, and voted upon by roll call. The recommendations are appended as a part of this record.

Diane H. Smith and Robert A. Walter were nominated for vice-chair, chair-elect. Dan MacGilvray counted ballots and reported Diane Smith elected. Marian Carroll accepted reappointment as secretary for 1985-86.

Acting Superintendent of Documents Donald E. Fossedal presented certificates of appreciation to retiring Council members.

The revised meeting format implemented at this Council meeting was discussed. The inclusion of rationale statements with all recommendations was considered useful, not only to GPO staff but also to members of the depository community not present.

The pros and cons of organizing either in several subject specific committees or acting as a committee of the whole were considered. It was reported that some participants were reluctant to speak in the larger group and that this might be overcome by resuming the earlier practice of forwarding written statements to the Chair. Immediate involvement in discussions of all affected personnel was seen as an advantage of a single meeting where all Council members, as well as JCP and GPO staff members, may participate.

Jeanne Isacco, past Council chair, presented a petition with 44 signatures requesting that all meetings of Council members be open to all attendees. Confusion about the organization meeting at 8:30 Wednesday morning, listed on the hotel's meeting directory, may have contributed to the misunderstanding precipitating the petition. At the previous fall meeting, Council planned and announced the format for the Spring meeting. With the approval of the Public Printer and the Acting Superintendent of Documents, the organizational session for group review of agenda topics, fact sheets, and update items was planned and held. Discussion elicited pertinent related items to be considered. No policy or substantive issues were discussed. Numerous speakers were recognized to support both sides of the issue. Ms. Hoduski noted that the first two meetings of the Council were completely closed.

The fall meeting of the Council will be held in Alexandria, Virginia on October 14-16, 1985. It is anticipated that in the future the fall meeting dates will be the Wednesday through Friday following the Columbus Day holiday.

Meeting was adjourned at 10:10.

Respectfully submitted,

Marian Carroll,  
Secretary



U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

## LIBRARY PROGRAMS SERVICE PRESENTATIONS

### Workshop

During the coming Fall, the Library Programs Service hopes to schedule a one day "New Depository Librarian Workshop." This would take place on Tuesday, October 15, 1985, and would be held in conjunction with the meeting of the Depository Library Council, October 16-18, 1985. The Workshop is contingent on LPS attaining its full complement of staff. But we have every expectation of this under the leadership of our new Public Printer and new Superintendent of Documents.

### Slide/Tape Program

While the Library Programs Service was at its former location in Alexandria, Virginia, an 11 minute prototype slide/tape program was created. This has been used in the field by Depository Library Inspectors speaking to Government Documents Round Table groups. Regrettably, since our move to Washington, D.C., and technical modernizations, the slide/tape program is already out of date. We intend to investigate the possibility of updating this program for later use in the field.

U.S. Government  
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Depository Library Program



# Fact Sheet

## ACSIS SYSTEM

The Acquisition, Classification, and Shipment Information System (ACSIS) will be centered around an on-line data base containing records for each publication received for cataloging and distribution to depository libraries. Information on each publication will be initiated with the print order through distribution. Each record will contain MARC and local data elements that will facilitate identification and assist classification and cataloging activities. ACSIS will provide in a single, quickly accessible, automated source, a wide array of information that is currently stored in the Depository Administration Branch and the Classification and Cataloging Branch shelflists on 3x5 cards. The ACSIS record will contain MARC descriptive information; quantities and dates ordered, received, and distributed; related identifying numbers (print order, requisition, shipping list, jacket); microfiche conversion information; and regular and on-demand sales data.

Besides immediate access to any publication record on-line, the system will generate depository shipping lists, microfiche "header" camera copy, and a variety of information listings on demand. The proposed system will free LPS staff from the labor-intensive manual file maintenance and use. Multiple entry of the same data will be replaced by a single point of entry with multiple retrieval capabilities. Classification and shipping list errors should be reduced because after the initial keying of the bibliographic information, all products generated from the system will be proofread by staff before release of the final products. Overall control of operations, data bases, and products will be enhanced substantially.



U.S. Government  
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Depository Library Program



# Fact Sheet

## DDIS SYSTEM

For the Depository Distribution and Information System (DDIS), the following are enhancements requested by the Chief, Depository Administration Branch. The requests are listed in priority order.

## PRIORITY

- 1                   Reformat item distribution schemes for use with new bin layout. (Note: SAP already submitted.)
- 2                   Create new bin location file based on current DDIS files for use with new bin layout. (Note: SAP already submitted.)
- 3                   Produce new report showing zone counts for all items. (Note: SAP already already submitted.)
- 4                   Develop a procedure for producing item distribution schemes during the day. (Note: SAP already submitted.)
- 5                   Modify DDIS as necessary to accomodate the lighted bin system. Complete requirements are not yet known. However, it appears this will include development of an item byte map table.
- 6                   Develop interface with Mail List System to share depository library address information. (Note: SAP already submitted.)
- 7                   Provide capability to update key field for selected record types. (Note: SAP already submitted.)
- 8                   Provide delete capability for all records. (Note: SAP already submitted.)
- 9                   Establish new depository status "M" for map libraries.
- 10                  Automatically generate the new status for map libraries presently on file, based on the depository library number (last letter = E-I).

PRIORITY

- 11 Add two new options for selecting mailing labels: 1) Map (M) libraries only; and 2) complete sets (1 label each for all S and R records).
- 12 Develop security feature to limit access to DDIS data. Three levels of access should be permitted, according to employee payroll numbers: (1) inquiry only; (2) inquiry and regular updates, including adds, changes, and deletes; and (3) inquiry and all types of updates, including "supervisor" adds and deletes from the selection file (trans code = Y or Z).
- 13 Allow choice of 3 "label types" when requesting sets of mailing labels: 1) regular mail class (3" x 5" franked label, first or fourth class; 2) first class service (all labels printed "first class"); and 3) adhesive backing.
- 14 Develop programs to generate printouts containing the same information and formatted like the List of Classes and List of Inactive and Discontinued Items, when requested by LPS.
- 15 Provide 2 new screen displays for retrieving selection data, either by item, showing all selecting depository numbers, or by library, showing a depository's complete selections.
- 16 Develop capability for "prototyping", to enable LPS to create new records by copying data from existing item and class records.
- 17 Modify the online library and item functions to allow back-paging between multiple screens.
- 18 Allow for production multiple page surveys. Change the item survey listing into a format suitable for distribution to depository libraries as a survey shipping list.



PRIORITY

- 19                    Modify the online selection function to prevent data entry for map libraries (last letter = E-I).
- 20                    When producing item surveys, do not print cards or OCR forms for map libraries.
- 21                    Include separate count for map libraries on the weekly report. Disregard map libraries in calculating the average number of libraries per item.
- 22                    Modify the online transaction generator to allow multiple copies to be requested for the following reports:
- List of Item Selections  
List of Selecting Libraries  
Item Count Report  
List of Agency and Bureau Codes  
Bin Location Report  
List of Depository Libraries  
Item Control Book  
Mailing Labels (all options)
- 23                    Modify programs as necessary so that when a library record is changed to "I", the bin record for that library is automatically deleted.
- 24                    Modify the online system as necessary to provide the capability to search by class stem to retrieve item record.
- 25                    Modify the class record to include the format designator MF, P, or X, and date of last change. Add the date of last change to the item record. The dates should be automatically updated only when the records are modified online via terminal (not for system generated updates).
- 26                    Modify the online item function to allow data entry and retrieval of the format designator field.

PRIORITY

- 27                    Modify the item control program to display the format designator for each class displayed.
  
- 28                    Add the format designator to the List of Classes.
  
- 29                    Add the format designator to the survey cards and survey shipping list.
  
- 30                    Display the format designator in the List of Inactive and Discontinued Items.
  
- 31                    Modify the List of Classes to condense the information provided for reports offered by state. Identify the cause and resolve the problem in sorting class records containing stems beginning with JU. Eliminate the division of an entry between columns/pages. Change the sort for the Superintendent of Documents class stem so that class stems containing the word "form" sort in the proper sequence.
  
- 32                    Add the following data elements to the depository library record:
  - Telephone extension
  - Zip code (expand to 9 digits)
  - Congressional district
  - Designating official
  - Last inspection date
  - Date of last change
  
- 33                    Modify the library function to add/update new data elements online.
  
- 34                    Modify mailing labels to contain full 9 digit zip code.
  
- 35                    Modify list of item selections to contain all 9 digits for zip code.
  
- 36                    Modify the list of selecting depositories to show the full zip code for selecting depositories and the format designator for classes listed on the report.



PRIORITY

- 37                   Revise the list of depository libraries to include the item selection count and the new data elements added to the library record. Group all map library records together in a separate section of the report. Change totals at the end of the report to list map libraries separately.
- 38                   Modify the item count report to double space between each line.
- 39                   Modify the Union List as follows: 1) Provide a new section of the report sequenced by class stem providing all item/class information and library selections; 2) add another section sequenced alphabetically by class title listing the class stem and item number only; 3) In the two sections (item and class stem) that contain library selection information, group selections by state and provide the state name.
- 40                   Modify the Union List of Item Selections to display the format designator every place the class title appears.
- 41                   Modify the daily audit report to reflect the new elements added to the library record. Also change audit report program to eliminate updates performed automatically by the system.
- 42                   Modify the audit report to display the format designator in the class record and dates of last change in class and item records.
- 43                   Add the format designator field to the item cards.
- 44                   Standardize heading in all DDIS reports. It should read:

U.S. Government Printing Office  
Superintendent of Documents  
Library Programs Service

U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

## DEPOSITORY LIBRARY PROGRAM PUBLICATIONS POLICY

Clarification on publications to be sent to Depository Libraries.

1. 44 U.S.C. § 1901-1903 requires that all Government publications are to be made available to depository libraries with the following three exceptions.
  - a. "those determined by their issuing components to be required for official use only or for strictly administrative or operational purposes which have no public interest or educational value"
  - b. "publications classified for reasons of national security"
  - c. "so-called cooperative publications which must necessarily be sold in order to be self-sustaining" (See General Counsel opinion attachment 1.)

Government publications regardless of language, format, size, including press releases, newsletters, posters, forms, consolidated reprints, and preliminary prints, which do not fall into one of the three exceptions above must be ordered for the Depository Library Program.

2. Publications are designated for distribution in either microfiche or paper formats. SOD 13 policy statement outlines guidelines for those publications that will be converted to microfiche as opposed to those requiring a paper format. Strict adherence to this policy is necessary, since GPO has assured the depository librarians that distribution will be made according to SOD 13.

## Public vs. Internal Publications

The issuing components make the determination if a publication falls under an exception of Title 44; thus, GPO is unable to define what are "Public" or "Internal" publications.

## Reprinting

When a publication has been printed by GPO and we are "short," LPS will request a reprint of the necessary copies to fill "rain checks." The publications are being reprinted; and we have begun to receive copies thanks to the efforts of Mr. John D. Livsey's operation.

Those publications which are not printed through GPO are the responsibility of the issuing agency; and LPS informs the agency of the required additional copies. If the agency does not provide the copies within 60 days, LPS notifies the Joint Committee on Printing. For additional information on reprinting, see General Counsel opinion attachment 2.



UNITED STATES GOVERNMENT

## memorandum

DATE: April 28, 1982

TO: General Counsel

Attachment 1

SUBJECT: Depository Copies for Cooperative Publication

TO: Customer Service Manager

Reference is made to your request of April 21, 1982 for a legal opinion regarding the subject matter.

44 U.S.C. 1903 provides:

"Upon request of the Superintendent of Documents, components of the Government ordering the printing of publications shall either increase or decrease the number of copies of publications furnished for distribution to designated depository libraries and State libraries so that the number of copies delivered to the Superintendent of Documents is equal to the number of libraries on the list. Copies of publications furnished the Superintendent of Documents for distribution to designated depository libraries shall include --

the journals of the Senate and House of Representatives;

all publications, not confidential in character, printed upon the requisition of a congressional committee;

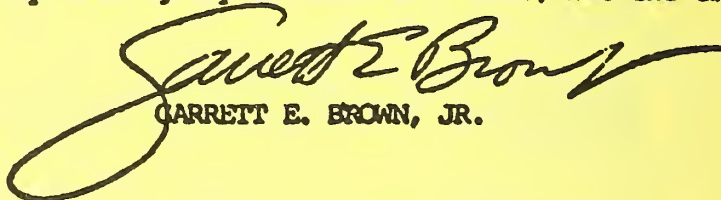
Senate and House public bills and resolutions; and reports on private bills, concurrent or simple resolutions; but not so-called cooperative publications which must necessarily be sold in order to be self-sustaining.

The Superintendent of Documents shall currently inform the components of the Government ordering printing of publications as to the number of copies of their publications required for distribution to depository libraries. The cost of printing and binding those publications distributed to depository libraries obtained elsewhere than from the Government Printing Office, shall be borne by components of the Government responsible for their issuance; those requisitioned from the Government Printing Office shall be charged to appropriations provided the Superintendent of Documents for that purpose." (Emphasis added.)

Cooperative Publications are defined as joint undertakings which involve other agencies or organizations, governmental or non-governmental. Cooperative publications must be sold in order to be self-sustaining. That is, they are not paid for with federally appropriated funds but are sold to the public to cover their cost. These "cooperative publications" are usually produced in small numbers for specialized use. Their highly technical nature do not justify the cost incurred by automatic dissemination to the Depository Libraries that could be justified for documents of broader appeal. 108 Cong. Rec., Pg. 13984, July 13, 1962.

According to the information contained on page one of the pamphlets in question, they are produced in connection with the Park Practice Program and constitute a "cooperative effort of the National Park Service and the National Recreation and Park Association." Information is also contained therein pertaining to subscriptions and sales. Thus, they appear to fall squarely within the definition of "cooperative publications" set forth above.

If this be the case, there is no requirement for distribution of these pamphlets to Depository Libraries in whatever process of "printing" they exist, whether conventional or microform. Therefore, there appears to be no reason to "ride" the printing requisition as contemplated by your second question. If the National Park Service desires to make copies available to Depository Libraries that request them, the costs of "printing" must be borne by that agency as indicated above, not the GPO.

  
GARRETT E. BROWN, JR.



UNITED STATES GOVERNMENT

## memorandum

DATE: May 22, 1984

REPLY TO  
ATTN OF: General Counsel

Attachment 2

SUBJECT: Cost of Reprinting Documents for Depository Library Program

TO: Superintendent of Documents

In a memorandum to this office, you sought the General Counsel's advice concerning whether the Government Printing Office (GPO) or the publishing agency is responsible for reprinting certain publications for distribution to depository libraries. You indicated that upon occasion, GPO will supply incorrect information to agencies regarding the number of copies of publications which the agency was to print to supply the depository libraries. You believe that it would appear "unreasonable" to have the publishing agencies pay the reprinting costs when GPO makes such an error.

The statute governing the Depository Library Program requires that agencies which obtain their printing and binding from sources other than the GPO pay the costs for providing copies of these documents to the depository libraries. See 44 U.S.C. § 1903 (1976). It is the duty of the Superintendent of Documents to inform the agencies of the number of additional publications that must be printed in order to supply the needs of the Depository Library Program. Id.

The above-cited provision, however, is silent as to which party must bear the cost of reprinting publications. Moreover, no provision requires the Superintendent of Documents, through the depository library appropriations, to pay the cost for reprinting documents.

Absent statutory language or Congressional intent to the contrary, it would appear that, regardless of which party miscalculated the number of publications needed by the depository libraries, if the documents are not procured through the GPO, the originating agency must bear the cost of providing the requisite number of copies for depository distribution.

  
MARK C. CRAMER

U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

## GPO CATALOGING FOR MICROFICHED DOCUMENTS

When GPO converts a paper document to microfiche for distribution to depository libraries, the Classification and Cataloging Branch catalogs the paper copy. This policy is in accordance with Title 44, U.S. Code, which requires that GPO list and index publications issued by government agencies, and with GPO Instruction 565.1, which requires the cataloging of the paper copy.

To show that depository distribution is in microfiche format, the cataloging record includes both the word "microfiche" after the item number, and a note worded "Distributed to depository libraries in microfiche." By cataloging the paper copy, GPO fulfills its obligation under the law to index the publications issued by the government; and by including distribution format information, GPO makes available information regarding depository collections.

GPO recommends that depository and other libraries use and adapt GPO cataloging records in any way that will enhance their local operations. If a library wishes to add a description of the microfiche to the GPO cataloging record, for that library's local files, GPO is fully in support of that effort. Some libraries catalog their depository microfiche and add new cataloging records to the OCLC database, using the general material designation "microform" and the photoreproduction note, in accordance with AACR2, MARC formats, and the Library of Congress rule interpretation 11.0A. The general material designation and the photoreproduction note are for use only when cataloging the reproduction, and may not be appended to cataloging records for the paper copy.

GPO is making every effort to satisfy both the law and the information needs of depository libraries, by cataloging the paper copy and including distribution information in the cataloging record. GPO does not have the resources to catalog both the paper and microfiche copies of documents. To catalog the microfiche would require either cutting back in other cataloging activities or significantly increasing staffing levels. To catalog the microfiche as well as the paper would be a needless duplication of effort. GPO's current practice is in full compliance with the law and with nationally accepted cataloging standards, and in addition provides distribution format information to the user.



U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

## GPO/USGS/DMA MAP PROJECT

The first map shipments to depository libraries were mailed in October 1984, under the newly activated GPO/USGS/DMA Map Project. These shipments, consisting of U.S. Geological Survey and Defense Mapping Agency maps, are mailed to libraries from the USGS facilities in Arlington, Virginia, and Denver, Colorado. Classification and cataloging of the maps is performed at the Library Programs Service, and shipping lists are compiled in much the same way as other separate shipments are processed. However, LPS' role in producing the shipping list is short-term, as USGS will assume this responsibility as soon as development of their "order-entry" automated processing system is completed. USGS estimates that the system will be available during the summer of 1985.

Even though the maps distributed through this program are listed on separate shipping lists to facilitate the claiming process, LPS staffing constraints do not permit issuing separate lists of map corrections. Classification number or other corrections to the maps will be listed with other publications on the correction shipping lists. Since the records on the correction shipping lists are organized in class order scanning for map corrections should be simple.

Many libraries have contacted LPS or USGS with the comment that the map shipping lists did not match the maps received. LPS was unable to explain the situation, and libraries were claiming large numbers of maps from USGS on the assumption that those maps had been omitted from their shipments. Information that recently became available to LPS appears to solve the mystery. USGS operates two distribution systems, known as immediate and automatic. Depository libraries receive their maps through automatic sendings, in which USGS allows maps to accumulate at the distribution centers until there is a sufficient quantity to ship economically. This normally amounts to one or two shipments per month. Sendings under the immediate program, usually to USGS operational units or sales outlets, are made as soon as stock is received from the printer. The problem with the shipping lists arose when LPS was inadvertently designated an immediate recipient instead of an automatic recipient as are the depository libraries. This meant that LPS was preparing and mailing the shipping lists before the libraries had received their maps, not after the fact as LPS had previously announced. This was further complicated by the fact that the contents of the immediate sendings shipped to LPS did not correspond to the grouping of maps in the automatic sendings. These problems led many libraries to send claims to USGS only to have the maps claimed arrive shortly thereafter. USGS has intentionally delayed filling many of these claims while the problems were being corrected. As of the beginning of February, LPS was placed

on the automatic distribution list, meaning that the normal sequence of events with the map distribution will be receipt of the maps in the libraries, followed by the shipping lists from LPS, and filing of any necessary claims with USGS.

For those libraries which may be experiencing difficulties or would like additional information on the project, the following contacts should be used for different aspects of the program.

For USGS maps never received, claims for all maps during the initial 60-day period following distribution, replacement copies of lost or damaged maps, or additional information on USGS maps, contact:

Chief, Product Policy Distribution Office  
U.S. Geological Survey  
National Mapping Division, MS 508  
12201 Sunrise Valley Drive  
Reston, VA 22092

Telephone: (703) 860-7186

For DMA map claims after the initial 60-day period, replacement copies, or product information, contact:

Director  
DMA Hydrographic/Topographic Center  
ATTN.: SDSI  
6500 Brookes Lane  
Washington, DC 20315

Telephone: Mr. Ray Lawyer, (202) 227-2109

For library address changes, changes in item selections, or bibliographic information, contact:

Director, Library Programs Service  
U.S. Government Printing Office  
STOP: SLLA  
Washington, DC 20401

Telephone: Barbara Appel, Chief Depository Administration  
Branch, (202) 275-1071

Telephone: Gil Baldwin, Chief, Cataloging Section 2,  
(202) 275-1140



**U.S. Government  
Printing Office**  
Depository Library Program



# Fact Sheet

## LPS SUCCESSFULLY MOVES TO WASHINGTON, D.C.

The re-location of the Library Programs Service from Eisenhower Avenue in Alexandria, Virginia, to Main GPO in Washington, D.C., got underway on February 15, 1985. By February 19, 1985, everything had been moved to the 6th floor of Building Number 3. Our official address is:

U.S. Government Printing Office  
Library Programs Service (SL)  
Washington, D.C. 20401

Our new space in Main GPO is a big improvement over our previous quarters. Raised flooring in the office areas makes it possible to keep all wiring out of sight, contributing to safety and a neater appearance.

All Classification and Cataloging Systems are operating smoothly. Depository Administration Branch functions are also proceeding, although microfiche claims are currently backlogged. As of March 8th, there were 1,629 microfiche claims on hand. This situation developed when because of the move there was no access to microfiche in transit. By mid-April these claims will be cleared up.

The new Conveyor System is up and running, after a few minor problems. The diazo duplicator (fiche to fiche) is now in place; but we have not begun operations with it as yet. The Lighted Bin System will be completed sometime in May. Meanwhile, we are using printouts to throw publications. New pallet lifters along with U.S.P.S. and U.P.S. mailing equipment are in place and operating. New map filing cabinets have been received and are being used.

There has been some delay in processing paper claims due to the re-location of the Library Programs Service. Please be patient with us. The claims bins have been put in place; and books are once again on our shelves in shipping list sequence. Effective March 4, 1985, the Claims Section is again fulfilling claims. The backlog of paper claims should be reduced to normal by April 30th.

We are now receiving and mailing publications that were requested to fill rain checks. We thank you for your patience and cooperation in these matters.

U.S. Government  
Printing Office  
Depository Library Program



## Fact Sheet

### MONTHLY CATALOG

Processing for the 97th Congress United States Congressional Serial Set Supplement of the Monthly Catalog is completed. Each bibliographic record was updated to display the pertinent Serial Set Number and Bill Numbers, and the information is indexed in the Series/Report and Bill Number Indexes. The "List of Serial Set Volumes" is displayed in the preliminary pages. The publication's international standard serial number is 8756-095X.

Processing of the monthly issues of the Monthly Catalog was not interrupted by the move. The January through April issues contained fewer bibliographic entries because three tapes were processed; for the May through December issues five tapes will be processed.



U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

## PERIODICALS SUPPLEMENTS

Prior to 1977, United States Government periodicals and subscription publications were listed as an appendix to the February issue of the Monthly Catalog. Entries were brief and were based on GPO's indexing system; this explains how 1356 entries were printed on 90 pages.

Starting in 1977, the Serials Supplement became a separate, annual publication containing documents issued three or more times a year and a select group of publications that were sold on a subscription basis by the Superintendent of Documents. Cataloging was based on the Anglo-American Cataloging Rules, 1st edition, and the subjects were derived from the Library of Congress Subject Headings and its supplements. The 1977 Serials Supplement had 1218 entries on 199 pages.

The 1981 Serials Supplement reflected the new cataloging code, the Anglo-American Cataloging Rules, 2nd edition, and displayed 2124 cataloging entries. A new section was added containing numbered monographic series on an experimental basis.

In 1985 the title was changed from Serials Supplement to Periodicals Supplement and the criteria for coverage became more restrictive. Only publications issued three or more times a year were retained. Serial publications issued less than three times a year were dropped, as were basic manuals -- including transmittals and updates -- which are sold by the Superintendent of Documents. Even though these publications have been dropped from the Periodicals Supplement, they will continue to appear in regular Monthly Catalog issues. Finally, the decision to drop the monographic series section from the Serials Supplement brought GPO in conformance with Library of Congress practice in this area.

The benefits resulting from these changes are substantial. The production time for future Periodicals Supplement issues has been reduced and wasteful duplication of cataloging effort has been eliminated. Consequently, LPS librarians have more time to catalog new periodicals, while technicians can concentrate on such tasks as tracking down missing periodicals issues and verifying discontinued periodicals, changes in frequency, and succeeding entries.

U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

## RARE GOVERNMENT PUBLICATIONS

Council passed Resolution #14 at its Fall 1984 meeting:

The Depository Library Council recommends that the Public Printer seek the advice of authorities from the Library of Congress, the National Archives and Records Service, and other appropriate advisors, to develop a list of rare documents.

Responses (attached) to the Public Printer from Library of Congress and from National Archives and Records Service designated Ms. Agnes Ferruso (Head, Government Publications Section, Serial and Government Publications Division), and Ms. Patricia A. Andrews (Director, Central Information Division, Library and Printed Archives Branch), as resource persons.

An exploratory meeting was held at the Library of Congress, March 14, 1985, attended by Ms. Ferruso, Ms. Andrews, and from GPO's Library Program Service, Mr. Daniel R. MacGilvray (Administrative Librarian), and Ms. Sheila McGarr (Depository Library Inspector). It was felt that there was a need to define what was meant by a "rare Government publication." Library of Congress now considers pre-1801 imprints as deserving treatment as "rare." National Archives is also very specialized in its approach as to what constitutes "rare." Such special definition may not suit many Depository Libraries. It was felt that an investigation of criteria currently in use in those libraries which have already designated certain Government publications as "rare" is highly desirable.

In order to better meet the needs of Depository Libraries, it was agreed that their participation as "other appropriate advisors" would be especially helpful. To this end, it was suggested that the approach of Council which proved so very productive and resulted in the List of Superseded Depository Documents and the Federal Depository Library Manual should be pursued. This would call for a committee headed by a Council member and made up of Depository Librarians concerned with identifying rare Government publications. They would solicit criteria currently in use, as well as listings of Government publications now considered rare in Depository Libraries. The Library of Congress would provide supporting printed information on the subject, and the National Archives would identify reference tools useful for such an undertaking.





THE LIBRARY OF CONGRESS

WASHINGTON, DC 20540

SERIAL AND GOVERNMENT  
PUBLICATIONS DIVISION

February 27, 1985

Dear Mr. Kennickell:

The Librarian of Congress has asked me to reply to your letter dated January 23, 1985 concerning assistance in developing a list of rare United States Government documents.

Our coordinator for this project will be Agnes Ferruso, Head, Government Publications Section, Serial and Government Publications Division. She has taken an active role in the Federal Depository Library Program for several years and has worked with Dan MacGilvray on Depository Council matters in the past.

Sincerely,

A handwritten signature in cursive script, reading "Donald F. Wisdom".

Donald F. Wisdom  
Chief

Mr. Ralph E. Kennickell, Jr.  
Public Printer  
U. S. Government Printing Office  
Office of the Public Printer  
Washington, D.C. 20401



General  
Services  
Administration

National Archives  
and  
Records Service

AN-v6-n7-5/85  
Washington, DC 20408

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FEB 6 1985

Mr. Ralph E. Kennickell, Jr.  
The Public Printer  
U.S. Government Printing Office  
Washington, DC 20401

Dear ~~Mr. Kennickell~~ *Ralph*:

Thank you for your letter of January 23, 1985, concerning the Depository Library Council's resolution for the the development of a list of rare documents for the use of depository libraries.

We in the National Archives consider the role played by the depository library system of great significance in preserving and disseminating Federal information resources that are a part of our national heritage, and we will be pleased to assist you in any way we can in identifying rare government publications that should be preserved for their intrinsic value.

I would like to designate Patricia A. Andrews to serve as our representative in this endeavor. Ms. Andrews is director of our Central Information Division which includes our Library and Printed Archives Branch. She is a professional librarian with broad experience in the collection and bibliographic control of Federal publications, and has a particular interest in the appraisal of publications that may be considered rare. She can be contacted by telephone on 523-3141.

Sincerely,

ROBERT M. WARNER  
Archivist of the United States



U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

## STATE PLANS FOR FEDERAL DEPOSITORY DOCUMENTS

In his letter of February 27, 1985, to State Plan Contact Persons, the Superintendent of Documents wrote as follows:

Since 1981, when the Government Printing Office began encouraging the writing of state plans for Federal depository documents, the response has been most gratifying. To date, we have received 19 state plans, the first 13 of which were issued in microfiche last year. Even some states that initially felt they did not need a plan have reconsidered the matter and are now working on one.

In order to update our information on progress with the writing of state plans for Federal depositories, as well as on the experience gained from having a state plan in place, I would like to have a brief report from State Plan Contact Persons (or other appropriate individuals). Or, if your state previously decided it had no need of a plan, and there has been no change in this position, let me know. The report can consist of one typed paragraph, or a typed page.

This information will be made available at the Spring meeting of the Depository Library Council, to be held in Albuquerque, New Mexico, March 27-29, 1985.

During the week before Council, reports of state plan activities were still coming in. A summary of all reports received will be presented at the meeting by the State Plan Coordinator.

U.S. Government  
Printing Office  
Depository Library Program



# Fact Sheet

STATISTICS: FISCAL YEAR 1985, 10/1/84 - 2/28/85

Paper Titles Distributed.....	9,093
Microfiche Titles Distributed.....	9,599
Paper Copies Distributed.....	4,308,713
Microfiche Copies Distributed.....	3,706,163
Average Number of Libraries Selecting a Paper Title.....	480
Average Number of Libraries Selecting a Microfiche Title.....	410
Total Depository Libraries.....	1,390
Publications Cataloged by GPO Personnel.....	7,654
Publications Cataloged by Contractor Personnel.....	4,360
Total Publications Cataloged by GPO.....	12,014
Backlog of Publications to be Cataloged.....	3,449
Paper Claims Received.....	24,080
Paper Claims Processed.....	21,450
Microfiche Claims Received.....	7,085
Microfiche Claims Processed.....	5,066
New Publications Acquired by Acquisitions.....	1,475
Publications Acquisitions Requested to be Reprinted.....	910
Publications Acquisitions Requested to be Reprinted but Pending .....	1,268
New Publications Surveyed.....	80
Paper Shipping Lists.....	482
Microfiche Shipping Lists.....	314
USGS/DMA Maps Received by LPS and Placed on Shipping Lists.....	1,124
Total Publications Classified by GPO.....	39,016
Backlog of Publications to be Classified.....	6,365



## A MODERN ARCHIVES READER BASIC READINGS ON ARCHIVAL THEORY AND PRACTICE

A Modern Archives Reader Basic Readings on Archival Theory and Practice, published by the National Archives and Records Service is considered a cooperative publication. This means that this publication must be necessarily sold to be self sustaining, thus this publication will not be sent to depository libraries.

\*\*\*\*\*

## ALERT

Because of the continued workload in the Depository Distribution Division, LPS has been unable to process library rain check fulfillments as quickly as we would like to do so. In an attempt to eliminate the log-jam on rain check fulfillments, this office has processed 26,074 rain check fulfillments by working overtime on April 27, May 4, and May 11, 1985.

Remember, your rain checks will be fulfilled using the original shipping list numbers, with the word "SHORTAGE" stamped at the top of the list, and item numbers circled. Please do not claim other items from the original shipping lists. Shipping lists are being used the second time for rain check fulfillments only.

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## MAP SHIPPING LABELS DECIPHERED

LPS thanks Kathleen Eisenbeis of the University of Texas at Austin for her efforts in compiling the following lists. Geared to the USGS and DMA maps described on Surveys 83-11 and 83-12, these lists should help librarians decipher the shipping labels on the packages of maps distributed by USGS. By comparing the alphanumeric codes on the USGS shipping labels with these lists the librarians should be able to determine the contents of the shipments without having to remove the maps. This should assist the depositories which may be routing the maps to alternate locations within their institution. Both the type and series designations appear on the USGS shipping label. The type label provides a very general breakdown, such as topographic product or geologic map, while the series label relates to individual classification stems. LPS hopes these lists will assist libraries in the identification of map shipments and ease the processing workload.

\*\*\*\*\*

SURVEY 83-11

	TYPE LABEL	ITEM NUMBER(S)	SERIES LABEL	SERIES TITLE	CLASS NUMBER
1. AERONAUTICAL PRODUCTS	AP	379-A-1 to 379-A-9	ON	ONC-Operational Navigation Charts	D 5.322:
	AP	379-B-1 to 379-B-9	JN	JNC -Jet Navigation Charts	D 5.323:
	AP	379-C-1 to 379-C-9	GN	GNC -Global Navigation Charts	D 5.324:
2. TOPOGRAPHIC PRODUCTS	TP	379-D-1 to 379-D-9	S1	Series 1105 -Area Outline Maps	D 5.325:
	TP	379-F-1	S3	Series 1144-The World	D 5.326/4:
	TP	379-F-2	S4	Series 1145-The World	D 5.326/5:
	TP	379-G-1 to 379-G-9	S5	Series 1146-Area Outline Maps	D 5.325/2
	TP	379-H-1 to 379-H-9	S6	Series 1147-World Plotting Series	D5.327:
	TP	379-F-3	S7	Series 1148-The World	D 5.326/6:
	TP	379-K-1 to 379-K-3	S8	Series 1209-Europe	D 5.328:
	TP	379-L-1 to 379-L-3	S9	Series 1211S-Mid-east Briefing Graphic	D 5.329:
	TP	379-J-1 to 379-J-9	SA	Series 1301-The World	D 5.326/7:
	TP	379-M-1 to 379-M-3	SB	Series 1308-Mid-East Briefing Map	D 5.330:
	TP	379-F-4	SC	Series 2201 - Africa	D 5.331:
	TP	379-F-5	SD	Series 5103-USSA Admin Areas	D 5.332:

SURVEY 83-11 (CONT'D.)

	TYPE LABEL	ITEM NUMBER(S)	SERIES LABEL	SERIES TITLE	CLASS NUMBER
2. TOPOGRAPHIC PRODUCTS (CONT'D.)	TP	379-N-1 to 379-N-3	SF	Series 5211-Arabian Peninsula	D 5.334:
	TP	379-F-7	SG	Series 5213 - SE Asia Briefing maps	D 5.335:
	TP	379-F-8	SH	Series 5305 - Eastern Asia	D 5.336
	TP	379-F-9	SI SJ	Series 8205 - U. S. Series 8206 - U. S.	D 5.337:
	TP	379-F-11	SK	Series 9203- U.S. Trust Territory of the Pacific	D 5.339:
	TP	379-F-12	SL	Series L302 -Japan Road Maps	D 5.340:
3. NAUTICAL CHARTS	TP	379-F-15	SM	Series 1150 - World	D 5.326/8:
	NC	379-P-1 to 379-P-9	N1 GC	General (38) Nautical Charts	D 5.343:
	NC	379-Q-1 to 379-Q-9	N2 IC	International (45) Chart series	D 5.344:
	NC	379-R-1 to 379-R-9	N3 S&P	Great Circle (8) Sailing and Polar Charts	D 5.345:
	NC	379-R-1 to 379-R-9	N4 TC	Great Circle (58) Tracking Charts	D 5.346:
	NC	379-S-1 to 379-S-9	N5 OM5	Omega Plotting (31) Charts Series 7500	D 5.347:
	NC	379-S-1 to 379-S-9	N6 OM6	Omega Plotting (112) Charts Series 7600	D 5.347/2:
	NC	379-T-1 to 379-T-9	N7 APC	Loran A (19) Plotting Charts Series 7300	D 5.348:
	NC	379-T-1 to 379-T-9	N8 CPC	Loran C Plotting (44) Series 7800	D 5.348/2:



SURVEY 83-11 (CONT'D.)

	TYPE LABEL	ITEM NUMBER(S)	SERIES LABEL	SERIES TITLE	CLASS NUMBER
3. NAUTICAL CHARTS	NC	379-W-1 to 379-W-9	N9 PC1	Display Plotting Charts 1° - 36" (12)	D 5.349:
	NC	379-W-1 to 379-W-9	NA PC2	Display Plotting Charts 1° - 1" (87)	D 5.349/2:
	NC	379-W-1 to 379-W-9	NB PC3	Display Plotting Charts 1° - 2" (200)	D 5.349/3:
	NC	379-W-1 to 379-W-9	ND PC4	Display Plotting Charts 1° - 3" (85)	D 4.349/4:
	NC	379-Y-1 to 379-Y-9	NE CC	Coastal Charts (4000)	D 5.350:

SURVEY 83-12

	TYPE LABEL	ITEM NUMBER(S)	SERIES LABEL	SERIES TITLE	CLASS NUMBER
1. GEOLOGIC & HYDROLOGIC MAPS	GM	619-G-03	C	Coal Investigations	I 19.85:
	GM	619-G-28	GI	Index to Geologic Mapping of the U.S.	I 19.86:
	GM	619-G-04	GP	Geophysical Investigations	I 19.87:
	GM	619-G-05	GQ	Geologic Quadrangle Maps	I 19.88:
	GM	619-G-06	HA	Hydrologic Investigations Atlases	I 19.89:
	GM	619-G-08	I	Miscellaneous Geologic Investigations	I 19.91:
	GM	619-G-11	MF	Miscellaneous Field Studies Maps	I 19.113:
	GM	619-G-07	MR	Mineral Investigations Resource Maps	I 19.90:
	GM	619-G-09	OC	Oil and Gas Investigations Charts	I 19.92:
	GM	619-G-10	OM	Oil and Gas Investigations Maps	I 19.93:
2. STATUS AND PROGRESS OF OPERATIONS	SP	619-G-12	SO	Topographic Mapping - Status and Progress of Operations	I 19.95:
	SP	619-G-13	IS	Index to Intermediate Scale Mapping	I 19.96:
	SP	619-G-14	OT	Index to Orthophotoquad Mapping	I 19.97:
	SP	619-G-14	DM	Index to USGS/DMA 1:50,000 Scale, 15-minute quad- range mapping	I 19.97/2:
	SP	619-G-14	LU	Index to land use and land cover maps and digital data	I 19.97/3:
3. TOPOGRAPHIC QUADRANGLE	TQ	619-M-01 to 619-M-53	TQ	(7.5' series) and (15' series)	I 19.81: I 19.81/2:



SURVEY 83-12 (CONT'D.)

	TYPE LABEL	ITEM NUMBER(S)	SERIES LABEL	SERIES TITLE	CLASS NUMBER
4. TOPOGRAPHIC SPECIALS	TS	619-G-17	22	22- U.S. Series of Topographic maps, scale 1:250,000	I 19.98:
	TS	619-G-18	24	24 - Alaska 1:250,000	I 19.99:
	TS	619-G-19	25	25 - Antarctica Topo- graphic series	I 19.100: I 19.100/2: I 19.100/3: I 19.100/4: I 19.100/5:
	TS	619-H-01 to 619-H-53	31	31 - State Map Series (Planimetric, 1:500,000)	I 19.102:
	TS	619-J-01 to 619-J-53	32	32 - State Maps Series (Topographic, 1:500,000)	I 19.103:
	TS	619-K-01 to 619-K-53	33	33 - State Map Series (Shaded relief, 1:500,000)	I 19.104:
	TS	619-L-01 to 619-L-53	34	34 - State Map Series (Planimetric, 1:1,000,000)	I 19.105:
	TS	619-G-16	41	41 - Bureau of Land Management 1:100,000 scale maps	I 53.11/4:
	TS	619-G-21	51	51 - National park series	I 19.106:
	TS	619-G-22	52	52 - U.S. 1:1,000,000 scale maps	I 19.107:
	TS	619-G-23	56	56 - County map series	I 19.108:
	TS	619-G-24	57	57 - Slope Maps	I 19.109:
	TS	619-G-25	58	58 - U.S. 1:100,000 scale series	I 19.110:
	TS	619-G-26	73	National Atlas of the U.S. 73 - Separate Sheets	I 19.111: I 19.111/a:
5. LAND USE AND LAND COVER AND ASSOCIATED MAPS	LM	619-G-27		Land Use and Land Cover and Associated Maps	I 19.112:



UNITED  
STATES  
GOVERNMENT  
PRINTING  
OFFICE

# News Release

For Release : Immediate  
May 8, 1985

Contact: Peggy M. Venable  
Legislative and Public  
Affairs Director  
(202) 275-3204

## PUBLIC PRINTER OPENS PRINTFEST '85

Public Printer of the United States Ralph E. Kennickell, Jr. will be on hand at 9 a.m., Tuesday, May 14, 1985, to open PRINTFEST '85 set for the Sheraton Washington Hotel, Washington, DC. The Mid-Atlantic Exposition of Printing Services, PRINTFEST '85 is sponsored by Print & Graphics magazine and provides a series of seminars and workshops, as well as the exposition mounted by major suppliers of printing and graphic arts services.

In addition to the Public Printer's role in opening the event, the U.S. Government Printing Office will be one of the dozens of exhibitors. Along with materials designed to familiarize PRINTFEST attendees with GPO operations and how to be placed on the commercial contractor bid list, GPO will provide information on its documents program and will include a demonstration of the historic art of marbling, always a big attraction at such graphic arts events. More than 71 percent of GPO's annual billings of more than \$770 million are from procurements through commercial firms throughout the country.

PRINTFEST '85 is open from 10 a.m. to 5 p.m. on Tuesday, May 14 and on Wednesday, May 15. The exposition is expected to draw editors, publishers, art directors, administrators, production managers, printing buyers, and other representatives of the graphic arts community.



UNITED  
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# News Release

For Release : Immediate  
May 9, 1985

Contact: Peggy M. Venable  
Legislative and Public  
Affairs Director  
(202) 275-3204

## GPO INITIATES EXCHANGE VISITOR PROGRAM

The U.S. Government Printing Office (GPO) has launched an educational and cultural exchange program with foreign government printing and information reproduction facilities worldwide. The program is established under the Mutual Educational and Cultural Exchange Act of 1961 which is administered by the U.S. Information Agency. GPO was awarded its designation as an Exchange Visitor Program sponsor by the USIA on March 14, 1985.

International visitors participating in the GPO program can gain training in the management and administration of government printing operations or related technologies, or in printing procurement and product distribution processes. Under a reciprocal aspect of the program, GPO personnel will be given the opportunity to participate in similar study programs abroad.

Executive Advisor to the Public Printer Joseph E. Jenifer is responsible for implementing and administering the GPO Exchange Visitor Program. "GPO's primary goal in creating such a program," Jenifer explains, "is to share our expertise in government printing, binding, and distribution with



specialists in the field from throughout the world, and to encourage a similar sharing of information with our own people. Over the years, such educational and cultural exchange programs have not only enhanced the knowledge amassed in many disciplines but have led to mutual understanding and friendship among nations."

Each visit to GPO by a qualified staff member of a foreign printing facility will be individually planned to meet specific needs. The length of each visit will depend on the scope of the particular program arranged.

In order to get the Exchange Visitor Program underway, Jenifer notes that the heads of foreign government printing facilities are being contacted by GPO and given details of the new program. Foreign participants must be nominated by the chief executive officer of their organization and approved by the Public Printer of the United States, the head of GPO. Financial and insurance provisions for the program are handled by the nation sending the visitor, whether it is a foreign visitor to the United States, or a GPO visitor to another country.

"We see this as an outstanding forum for the ongoing exchange of information, expert opinion, advice, and assistance in the resolution of common problems," Public Printer of the United States Ralph E. Kennickell, Jr. pointed out in announcing the program. "Those of us in the business of providing information for our governments can look to this Exchange Visitor Program as a way to improve our existing production and distribution processes. It will also serve as an avenue to the discovery and application of new technologies within the ever-changing graphic arts industry," he concluded.

For further information regarding the Exchange Visitor Program of the U.S. Government Printing Office, contact Executive Advisor to the Public Printer Joseph E. Jenifer at (202) 275-2664.



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# News Release

For Release: Immediate  
May 9, 1985

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## GPO EARNS RECORD FEDERAL REBATE FROM KODAK

As a part of the "Kodak Graphics Markets Bonus '84 Program," Public Printer of the United States Ralph E. Kennickell, Jr. will be receiving a check for \$121,753.84 on behalf of the U.S. Government Printing Office. The amount of the check, a rebate from the Eastman Kodak Company of Rochester, NY, is based on GPO's procurement of more than \$1.5 million worth of graphic arts printing and reprographic products from Kodak during 1984. Given to any organization which purchases more than \$100,000 worth of products from Kodak in a calendar year, the rebate going to GPO is the largest ever received by a Federal agency.

The Public Printer will receive the check at a ceremony set for 10 a.m., Monday, May 13, 1985, at GPO. Kodak District Sales Manager Edward H. Carman will make the presentation to Kennickell. Carman will be assisted by Washington area Government Accounts Manager Frederick E. Goodwin and Technical Sales Representative Donald N. Polderman, both of Kodak.

Last year GPO received a check for \$59,750.74 as a result of the Kodak rebate program. The majority of printing and reprographic supplies purchased by the GPO are done so under established General Services Administration Federal Supply Schedules.

## U.S. GOVERNMENT BOOKSTORES

In addition to the mail-order service provided by the Office of the Superintendent of Documents, U.S. Government Printing Office, there are retail bookstores in Washington, DC, and several cities throughout the United States, each of which has in stock approximately 1,500 of our most popular titles. You are invited to stop in any time. The locations of these stores are shown below:

**ATLANTA BOOKSTORE**  
Rm. 100, Fed. Bldg.  
275 Peachtree St., N.E.  
P.O. Box 56445  
Atlanta, GA 30343  
(FTS) 242-6946  
Commercial (404) 221-6947

**BIRMINGHAM BOOKSTORE**  
9220-B Parkway East  
Birmingham, AL 35206  
(FTS) 229-1056  
Commercial (205) 254-1056

**BOSTON BOOKSTORE**  
Rm. G-25, Fed. Bldg.  
Sudbury Street  
Boston, MA 02203  
(FTS) 223-6071  
Commercial (617) 223-6071

**CHICAGO BOOKSTORE**  
Rm. 1365, Fed. Bldg.  
219 S. Dearborn Street  
Chicago, IL 60604  
(FTS) 353-5133  
Commercial (312) 353-5133

**CLEVELAND BOOKSTORE**  
1st Floor, Fed. Bldg.  
1240 East 9th Street  
Cleveland, Ohio 44199  
(FTS) 942-4922  
Commercial (216) 522-4922

**COLUMBUS BOOKSTORE**  
Rm. 207, Fed. Bldg.  
200 N. High Street  
Columbus, OH 43215  
(FTS) 943-6956  
Commercial (612) 469-6956

**DALLAS BOOKSTORE**  
Rm. 1C50, Fed. Bldg.  
1100 Commerce Street  
Dallas, TX 75242  
(FTS) 729-0076  
Commercial (214) 767-0076

**DENVER BOOKSTORE**  
Rm. 117, Fed. Bldg.  
1961 Stout Street  
Denver, CO 80294  
(FTS) 564-3964  
Commercial (303) 844-3964

**DETROIT BOOKSTORE**  
Suite 160, Fed. Bldg.  
477 Michigan Avenue  
Detroit, MI 48226  
(FTS) 226-7816  
Commercial (313) 226-7816

**HOUSTON BOOKSTORE**  
9319 Gulf Freeway  
Houston, TX 77017  
(FTS) 526-7515  
Commercial (713) 229-3515/16

**JACKSONVILLE BOOKSTORE**  
Rm. 158, Fed. Bldg.  
400 West Bay Street  
Jacksonville, FL 32202  
(FTS) 946-3801  
Commercial (904) 791-3801

**KANSAS CITY BOOKSTORE**  
#120, Bannister Mall  
5600 East Bannister Road  
Kansas City, MO 64137  
(FTS) 926-7261  
Commercial (816) 765-2256

**LOS ANGELES BOOKSTORE**  
ARCO Plaza, C Level  
505 South Flower Street  
Los Angeles, CA 90071  
(FTS) 798-5841  
Commercial (213) 688-5841

**MILWAUKEE BOOKSTORE**  
Rm. 190, Fed. Bldg.  
519 E. Wisconsin Avenue  
Milwaukee, WI 53202  
(FTS) 362-1300  
Commercial (414) 291-1304

**NEW YORK BOOKSTORE**  
Rm. 110, Fed. Bldg.  
26 Federal Plaza  
New York, NY 10278  
(FTS) 264-3825  
Commercial (212) 264-3825

**PHILADELPHIA BOOKSTORE**  
Rm. 1214, Fed. Bldg.  
600 Arch Street  
Philadelphia, PA 19106  
(FTS) 597-0677  
Commercial (215) 597-0677

**PITTSBURGH BOOKSTORE**  
Rm. 118, Fed. Bldg.  
1000 Liberty Avenue  
Pittsburgh, PA 15222  
(FTS) 722-2721  
Commercial (412) 644-2721

**PUEBLO BOOKSTORE**  
World Savings Building  
720 North Main Street  
Pueblo, CO 81003  
(FTS) 323-9371  
Commercial (303) 544-3142

**SAN FRANCISCO BOOKSTORE**  
Rm. 1023, Fed. Bldg.  
450 Golden Gate Avenue  
San Francisco, CA 94102  
(FTS) 556-6657  
Commercial (415) 556-0643

**SEATTLE BOOKSTORE**  
Rm. 194, Fed. Bldg.  
915 Second Avenue  
Seattle, WA 98174  
(FTS) 399-4270  
Commercial (206) 442-4270

### Washington, DC, Area Bookstores

**MAIN BOOKSTORE**  
710 North Capitol Street N.W.  
Washington, D.C. 20401  
(FTS) 275-2091  
Commercial (202) 275-2091

**COMMERCE BOOKSTORE**  
14th & E Sts., N.W.  
Room 1604, 1st Floor  
Washington, D.C. 20230  
(FTS) 377-3527  
Commercial (202) 377-3527

**FARRAGUT BOOKSTORE**  
Matomic Building  
1717 "H" Street, N.W.  
Washington, D.C. 20006  
(FTS) 653-5075  
Commercial (202) 653-5075

**RETAIL SALES OUTLET-LAUREL**  
8660 Cherry Lane  
Laurel, Maryland 20707  
No (FTS) Number  
Commercial (301) 953-7974

**PENTAGON BOOKSTORE**  
Main Concourse, South End  
Room 2E172  
Washington, D.C. 20310  
(FTS) 557-1821  
Commercial (703) 557-1821



## UNITED STATES SENATE

Senate Publications  
Listed in Numerical Sequence

1985, No. 4

April 16-May 15, 1985

Page 1 of 2

Number	Title	Source
98th Congress		
98-25	Not yet authorized for printing	
98-26	Not yet authorized for printing	
98-27	Journal of the Executive Proceedings of the Senate of the United States of America, Volume 126, Ninety-eighth Congress, Second Session (From January 23, 1984, to October 12, 1984)	(Secretary of the Senate, Executive Clerk)

## UNITED STATES SENATE

Senate Publications  
Listed in Numerical Sequence

1985, No. 4

April 16-May 15, 1985

Page 2 of 2

Number	Title	Source
99th Congress		
99-5	Assigned in error to Energy and Natural Resources Committee print S.Prt.99-44; number will be reassigned.	
99-6	List of Standing Committees and Sub-committees and Select and Special Committees and Committee Assignments and List of Senators by State of the Senate of the United States Together with Certain Joint Committees of the Congress for the Ninety-ninth Congress (Preliminary)	Secretary of the Senate, Senate Printing Services
99-7	United States Senate Telephone Directory (May 1985)	(Sergeant at Arms of the Senate)

## UNITED STATES SENATE

Senate Committee Hearings  
Listed in Numerical Sequence

1985, No. 8

April 16-30, 1985

Page 1 of 2

Number	Title	Committee
98th Congress		
98-271, Pt.26	Employment-Unemployment	Joint Economic
*	* * * *	* * *
98-1285	Department of Defense Support for Drug Interdiction	Appropriations
98-1286	Oversight Hearing on FEMA Flood Insurance Program, Fiscal Year 1985	Appropriations
98-1287	Military Construction Authorization and Appropriation Fiscal Year 1985	Armed Services and Appropriations
98-1288	Oversight on the Division Air Defense Gun System (DIVAD)	Armed Services
98-1289	Undercover Operations Act	Judiciary
98-1290	Department of Justice Investigation of False Shipbuilding Claims	Judiciary and Joint Economic



## UNITED STATES SENATE

Senate Committee Hearings  
Listed in Numerical Sequence

1985, No. 8

April 16-30, 1985

Page 2 of 2

Number	Title	Committee
99th Congress		
99-11	The Economic Implications of Locating a Nuclear Waste Repository in Texas (Field hearing held in Hereford, TX)	Environment and Public Works
99-12	The Ability to Respond to Toxic Chemical Emergencies (Field hearing held in Newark, NJ)	Environment and Public Works
98-13	Nomination (Bennett, William J., to be Secretary, Department of Education)	Labor and Human Resources
99-14	Farm Credit Problems and Their Impact on Agricultural Banks	Small Business
99-15	Federal Reserve's First Monetary Policy Report for 1985	Banking, Housing, and Urban Affairs
99-16	Alcohol Advertising	Labor and Human Resources
99-17	Famine in Africa	Foreign Relations

## UNITED STATES SENATE

Senate Committee Hearings  
Listed in Numerical Sequence

1985, No. 9

May 1-15, 1985

Page 1 of 2

Number	Title	Committee
98th Congress		
98-209	Nomination of Hon. Millicent Fenwick (This item was listed on a previous list as being a hearing of the Labor and Human Resources Committee; the correct committee is Foreign Relations)	Foreign Relations
*	* * * *	* * *
98-1291	The Supreme Court Decision in "NCAA v. University of Oklahoma" (Field hearing held in Cedar Falls, Iowa)	Judiciary
98-1292	Reducing the Cost of Weapon Systems Acquisition	Armed Services

## UNITED STATES SENATE

Senate Committee Hearings  
Listed in Numerical Sequence

1985, No. 9

May 1-15, 1985

Page 2 of 2

Number	Title	Committee
99th Congress		
99-18, Pt.2	Child Pornography and Pedophilia (Part 1 of this hearing was printed in the 98th Congress as S.Hrg.98-1277; it should be noted that the complete designation for S.Hrg.98-1277 is S.Hrg.98-1277,Pt.1)	Governmental Affairs
99-19	Pacific Salmon Treaty	Foreign Relations
99-20	Nomination of Richard H. Hughes	Banking, Housing, and Urban Affairs
99-21	NHTSA Authorization and Means of Improving Highway Safety	Commerce, Science, and Transportation
99-22	Nomination of Beryl Wayne Sprinkel	Banking, Housing, and Urban Affairs
99-23	Nomination of Martha Romaine Seger	Banking, Housing, and Urban Affairs
99-24, Vol.I	First Concurrent Resolution on the Budget--Fiscal Year 1986	Budget
99-24, Vol.II	Not yet authorized for print	
99-24, Vol.III	First Concurrent Resolution on the Budget--Fiscal Year 1986 (This item was printed with the incorrect identifying number of S.Hrg.99-24,Pt.3; the correct designation is S.Hrg.99-24,Vol.III)	Budget
99-25	Pacific Salmon Treaty Act of 1985	Commerce, Science, and Transportation
99-26	Oversight of the Grace Commission's Procurement Recommendations	Governmental Affairs
99-27	Adequacy of U.S. Customs Service Operations and Administrative Organization on the West Coast (Field hearing held in Seattle, WA)	Small Business
99-28	S. 408, a Bill to Authorize and Provide Program Levels for the Small Business Administration for Fiscal Years 1986, 1987, and 1988	Small Business



## UNITED STATES SENATE

Senate Committee Prints  
Listed in Numerical Sequence

1985, No. 8

April 16-30, 1985

Page 1 of 2

Number	Title	Committee
--------	-------	-----------

## 98th Congress

98-290

10th Anniversary of the Employee  
Retirement Income Security Act of 1974

Aging

## UNITED STATES SENATE

Senate Committee Prints  
Listed in Numerical Sequence

1985, No. 8

April 16-30, 1985

Page 2 of 2

Number	Title	Committee
99th Congress		
99-26	Legislative Calendar No. 1 (April 5, 1985)	Energy and Natural Resources
*	* * * *	* * *
99-28	Not yet authorized for printing	
99-29	Legislative Calendar No. 1 (April 4, 1985)	Banking, Housing, and Urban Affairs
99-30	Legislative and Executive Calendar No. 1 (April 15, 1985)	Judiciary
99-31	Legislative Calendar No. 1 (April 5, 1985)	Governmental Affairs
99-32	The Food Stamp Program: History, Description, Issues, and Options	Agriculture, Nutrition, and Forestry
99-33	Regulations Governing the Use of the Mailing Frank by Members and Officers of the United States Senate	Ethics
99-34	The Goals of the Committee on Commerce, Science, and Transportation for the First Session of the 99th Congress	Commerce, Science, and Transportation
99-35	Supplement to 1985 Organization of Federal Executive Departments and Agencies	Governmental Affairs
99-36	Not yet authorized for printing	
99-37	Committee Publications and Policies Governing Their Distribution (80th to 98th Congresses, 1947-1984) (March 1985)	Joint Economic
99-38	Publications List (87th-98th Congresses, Feb- ruary 1961-December 1984) (April 1985)	Aging

## UNITED STATES SENATE

Senate Committee Prints  
Listed in Numerical Sequence

1985, No. 9

May 1-15, 1985

Page 1 of 2

Number	Title	Committee
--------	-------	-----------

## 98th Congress

98-291	The U.S. Climate for Entrepreneurship and Innovation (This item was printed with the incorrect identifying number S.Prt.98-1291; the correct designation is S.Prt.98-291)	Joint Economic
98-1291	Assigned in error to S.Prt.98-291; will not be reassigned.	



## UNITED STATES SENATE

Senate Committee Prints  
Listed in Numerical Sequence

1985, No. 9

May 1-15, 1985

Page 2 of 2

Number	Title	Committee
99th Congress		
99-36	A Compilation of Federal Laws for Disabled Children, Youth and Adults	Labor and Human Resources
*	* * * *	* * *
99-39	1985-1986 Official Congressional Directory, 99th Congress	(Joint Committee on Printing)
99-40	Rules of Procedure and Jurisdiction of the Committee on Banking, Housing, and Urban Affairs (May 1985)	Banking, Housing, and Urban Affairs
99-41	Legislative Calendar No. 1 (April 1985)	Agriculture, Nutrition, and Forestry
99-42	Budget Views and Estimates for Fiscal Year 1986	Indian Affairs
99-43	Number assigned in error; will not be reassigned.	
99-44	Rules, Membership, and Jurisdiction (This item was printed with the incorrect designation S.Pub.99-5; the correct designation is S.Prt.99-44)	Energy and Natural Resources
99-45	American Exports: Why Have They Lagged?	Joint Economic

